

**Nationwide Army AGR Vacancy Announcement
Human Resource Office
4794 General Manning, Bldg 442
Boise, Idaho 83705-8112**

NGID-HRO-AGR

29 August 2012

SUBJECT: ANNOUNCEMENT NUMBER: **12-014**

1. Active Guard Reserve (AGR) Position Vacancy Announcement in the Idaho Army National Guard. This announcement will be posted to unit bulletin boards.

POSITION TITLE:	Instructor
UNIT:	1ST BN 204TH REG
UIC:	W8F9A1
DUTY LOCATION:	Boise, Idaho
AUTHORIZED GRADE:	E5 to E6 Only
DUTY SSI OR MOS:	19D Only
ELIGIBILITY:	Open nationwide to current members of the Army National Guard in the rank of SGT(P), SSG, and SFC (willing to accept administrative reduction) who possess the 19D MOS. See Page 4 of this announcement for other eligibility requirements.
GENDER LIMITATION:	Male Only
CLOSING DATE:	27 September 2012

2. **EQUAL OPPORTUNITY:** The Idaho Army National Guard is an equal opportunity employer. Selection for positions will therefore be made on an equal opportunity basis, and not on non-merit factors.

3. The Idaho Army National Guard is a drug free workplace. Applicants must have negative drug screening results prior to selection.

4. Applicants must possess a valid State Motor Vehicles Operator license.

5. **ANNOUNCEMENT INSTRUCTIONS:** The following is a complete list of documents required to accompany your application. Read carefully; provide all necessary documentation to support qualifications for this position. Perishable documentation should not be more than 30 days old as of the closing date this announcement, (ie PQR, RPAM, MEDPROS).

a. Applications will not be accepted in binders or document protectors.

b. AGR Application Checklist on top of the application (refer to page 5). Documents must be organized in this manner.

c. NGB Form 34-1 (refer to page 6).

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d. MEDPROS Individual Medical Readiness Record. MEDPROS IMR Record can be obtained by accessing your AKO / My Medical / My Medical readiness / View Detailed Information / IMR record. Medical documentation other than MEDPROS Individual Medical Readiness Record will not be accepted.

e. DA Form 705 (Army Physical Fitness Test Score Card), must show a minimum of last 2 Record tests, most current test not older than 12 months. A statement explanation of the absence of record test will be accepted. (Include DA 3349 if precluded from standard 3 event test.)

f. Certified Height/Weight or DA 5500 not older than 30 days from the close date of this announcement.

g. DA 2-1 and/or ERB.

h. Previous 5 DA 2166-8 (NCO Evaluation Report).

i. DA Photograph in Class A uniform, taken within 12 months (snapshot acceptable).

j. Retirement Point Accounting Management (RPAM).

k. Current Personnel Qualification Record (PQR).

l. Copy of current Drivers License and military driver's license (if applicable).

m. Documentation supporting applicant's qualifications (i.e. resume).

n. All applicants must currently have a Secret security clearance (this is not only a condition of employment but is also required for this position).

o. If an administrative reduction is necessary to accept this AGR appointment, complete a DA 4187 to request for Voluntary Reduction, sign, and include in your application packet.

p. All applicants must have or be able to obtain a Government Travel card within 90 days of employment.

6. Incomplete applicant packets will be returned to the soldier without action. Application packets must arrive at: **NGID-HRO-AGR, ATTN: SSG Jacqueline White, 4794 General Manning Ave, Bldg 442, Boise, ID 83705-8112, no later than 1630 hours on the closing date specified in this announcement.** Mailing of application packets using military postage is prohibited.

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7. Acceptance of an AGR position may have an effect on Selected Reserve Incentive Programs, to include Bonus payments and/or Student Loan Repayment Program. This will not affect Montgomery GI Bill eligibility. Please check with the incentives branch to receive information on how an AGR position would affect you individually.
8. Subject to availability of funds; Permanent Change of Station (PCS) allowance is authorized for incumbents residing outside normal commuting distance as stated by USPFO PAM 37-106.
9. POC for further information is MSG John Vanhorn at DSN 422-4215/COM 208-272-4215 or john.vanhorn@us.army.mil

//signed//
JOHN L. VANHORN
MSG, IDARNG
Army AGR Manager

POSITION DESCRIPTION

This position is located at 1-204th REG (AR), Gowen Field, Boise, Idaho. The purpose of this position is to train Soldiers from the National Guard, and Active Army on the HMMWV (M1151), and the Bradley (M2 & M3). Instruction encompasses operation, maintenance, capabilities, FTX/STX, and live fire. In addition, instruct and mentor ALC Students.

DUTIES AND RESPONSIBILITIES:

A 19D MOS-T II instructor must train and evaluate Cavalry Scouts in 10 level tasks, Phase II ALC, as well as the Scout Commanders Course. In addition, assists the Course Manager in the planning, organization, coordination, and supervision of all cavalry training activities. Assists in performing unit maintenance of all tracked and wheeled vehicles. Responsible for the safety and well being of 3-4 Students during each class. Acts as Platoon Sergeant/OC during FTX/STX. Must be available prior to/after duty hours to insure all training is conducted to standard.

OTHER REQUIREMENTS:

- May apply if holding the rank of SGT (Promotable), SSG, or SFC (SFC will be administratively reduced if selected).
- Must have a Secret security clearance.
- Prefer Soldiers with documented experience as a Scout Section Sergeant and/or Scout Commander.
- Must be able to obtain Instructor Special Qualifications Identifier (SQI) of 8.
- Possess the ability to use computers, copiers, fax machines, media presentations equipment and other basic delivery skill and equipment.
- Possess effective interpersonal skills i.e., listening, teamwork relating information to students etc.
- Must be able to travel outside the state to instruct on site unit maintenance.
- Additional duties as assigned.

AGR Application Checklist

Name:	SSN:	Instructor	
Position # 12-014	Location: Boise, ID		
Phone number to be reached at for interview scheduling:			
Email address (if deployed):			
<i>Required Documents</i>	Yes	No	Date
1. This Checklist			
2. NGB Form 34-1 <i>(Must be signed by applicant)</i>			
3. MEDPROS - Individual Medical Readiness Record			
A. Chapter 3 Physical <i>(not more than 5 years old) or PHA within one year</i>			
B. HIV Test <i>(not more than 5 years old)</i>			
4. DA Form 705 <i>(Army Physical Fitness Score Card)</i> <i>Must show minimum of last 2 record tests, most current test must not be older than 12 Months. A statement explaining the absence of record tests will be accepted. (Include DA 3349 if precluded from standard 3 event test)</i>			
5. Certified Statement of Height and Weight or DA 5500 <i>Must not be older than 30 days from closing date of announcement</i>			
6. DA 2-1 or DA 4037 <i>(Enlisted Record Brief)</i>			
7. Previous 5 DA 2166-8 <i>(NCO Evaluation Report)</i>			
8. DA Photograph in Class A uniform <i>(Snapshot is ok. Not older than 12 months)</i>			
9. RPAM Statement <i>(Retirement Point Accounting Management)</i>			
10. GPVS 1790, (PQR) <i>(Personnel Qualification Report)</i>			
11. Copy of State Motor Vehicle Operator license and Military Drivers license			
12. Security Clearance			
13. Copies of all DD 214s <i>(if not a member of IDARNG)</i>			
14. Documentation supporting applicant's qualifications <i>(Resume) Optional</i>			
15. DA 4187 for Voluntary Reduction <i>(if necessary to accept AGR position)</i>			

APPLICATION FOR ACTIVE GUARD/RESERVE (AGR) POSITION

The proponent agency is NGB-ARH. The prescribing directive is NGR (AR) 600-5 / ANGI 36-101

PRIVACY ACT STATEMENT

1. **AUTHORITY:** Title 32 USC 502(f), AR 135-18, NGR (AR) 600-5, ANGI 36-101.
2. **PRINCIPAL PURPOSE:** To provide information for use in determining eligibility/qualifications for Active Guard/Reserve (AGR) positions. A copy will be provided to the Applicant. The original will be maintained by the Human resources Office for state records. For organizational use only.
3. **ROUTINE USES:** None.
4. **DISCLOSURE:** Voluntary; However, if not provided you will not be accepted into the AGR program.

POSITION ANNOUNCEMENT #:	POSITION TITLE:			
NAME: (Last, First, Middle)			DATE OF BIRTH: (yyyymmdd)	
CURRENT HOME ADDRESS: (Street, City, State, Zip Code)			HOME PHONE: OFFICE PHONE:	
(Enlisted) DATE OF ENLISTMENT:	GRADE:	MOS/SSI/AFSC:	ETS DATE:	
(Officer/WO) DATE OF FEDERAL RECOGNITION:	GRADE:	BRANCH:	ROPMA/MRD DATE:	
SECURITY CLEARANCE:				
SECTION I - EDUCATION AND SPECIAL QUALIFICATIONS				
1. COLLEGE OR UNIVERSITY: (Officer Applicants - Accredited Colleges only)				
Name, City & State	Date From	Date To	Degree Program	Credit Hours
Chief Undergraduate Subject:				
Chief Graduate Subject:				
2. OTHER SCHOOLS OR TRAINING: (Vocational, Trade or Business)				
Name, City & State	Date From	Date To	Course Title	Hours Completed
3. SKILLS AND QUALIFICATIONS: Special skills and qualifications with office machines (Word Processing - WPM), wheel and track vehicles, etc. Also list any licenses or certificates held (Pilot, Nurse).				
SECTION II - EMPLOYMENT HISTORY				
May inquiry be made of your present employer regarding your character, qualification, and record of employment? (A "No" answer will not affect your consideration for employment.)			CHECK ONE: <input type="checkbox"/> YES <input type="checkbox"/> NO	
1. NAME AND ADDRESS OF EMPLOYER:		DATES EMPLOYED		AVERAGE HRS. PER WEEK
		FROM	TO	
TITLE OF POSITION:	IMMEDIATE SUPERVISOR & PHONE NUMBER:		NO. OF EMPLOYEES YOU SUPERVISED:	
TYPE OF BUSINESS:	YOUR REASON FOR LEAVING:			
DESCRIPTION OF WORK: (Describe your specific responsibilities and accomplishments)				
OTHER EMPLOYMENT				
2. NAME AND ADDRESS OF EMPLOYER:		DATES EMPLOYED		AVERAGE HRS. PER WEEK
		FROM	TO	
TITLE OF POSITION:	IMMEDIATE SUPERVISOR & PHONE NUMBER:		NO. OF EMPLOYEES YOU SUPERVISED:	
TYPE OF BUSINESS:	YOUR REASON FOR LEAVING:			
DESCRIPTION OF WORK: (Describe your specific responsibilities and accomplishments)				

SECTION III - MILITARY HISTORY1. MILITARY SERVICE: *(Start with most recent service and show changes in grade and duty in reverse chronological order.)*

FROM	TO	AC	ARNG/ANG	RC	GRADE	ORGANIZATION	DUTY

2. MILITARY TRAINING:

FORMAL MILITARY SCHOOL TRAINING COMPLETED

COURSE TITLE AND NUMBER	DURATION OF COURSE		CORRESPONDENCE COURSES	
	WEEKS	DAYS	COURSE/SUBCOURSE TITLE	COURSE HOURS

3. MILITARY QUALIFICATIONS *(List any primary MOS/SSI which has been awarded on orders.)*

MOS/SSI/AFSC	DATE AWARDED	INDICATE HOW QUALIFICATIONS WERE OBTAINED <i>(Service School, On-the-Job Training, Civilian Experience, etc.)</i>

4. INDICATE ANY OJT WHICH IS QUALIFYING FOR A MOS/SSI WHICH HAS NOT YET BEEN AWARDED ON ORDERS.

DUTY MOS/SSI/AFSC	EXACT TITLE OF POSITION	FROM	TO

SECTION IV - PERSONAL BACKGROUND QUESTIONNAIRE

YES	NO	(All Applicants Must Complete) Attach a separate sheet fully explaining any "YES" answers (except 9 & 10).
<input type="checkbox"/>	<input type="checkbox"/>	1. Within the last five years, have you been fired for any reason?
<input type="checkbox"/>	<input type="checkbox"/>	2. Within the last five years have you quit a job after being notified that you would be fired?
<input type="checkbox"/>	<input type="checkbox"/>	3. Have you ever been convicted, forfeited collateral, or now under charges for any felony or firearms or explosives offense against the law?
<input type="checkbox"/>	<input type="checkbox"/>	4. During the past seven years, have you been convicted, imprisoned, on probation or parole, or forfeited collateral or are you now under charges for any offense against the law not included in Question 3?
<input type="checkbox"/>	<input type="checkbox"/>	5. While in the military, have you ever been convicted by a General Court Martial?
<input type="checkbox"/>	<input type="checkbox"/>	6. Does the United States Government employ in a civilian capacity or as a member of the Armed Forces any relative of yours by blood or marriage?
<input type="checkbox"/>	<input type="checkbox"/>	7. Do you receive or are you entitled to receive federal, military retired or retainer pay, service annuities, or other compensation based upon military, federal, civilian service, or eligible for immediate federal civil service?
<input type="checkbox"/>	<input type="checkbox"/>	8. Have you ever been removed from military service due to unsuitability?
<input type="checkbox"/>	<input type="checkbox"/>	9. Will you be able to complete a minimum of 5 years of continuous AGR Service prior to completing 18 years of Active Federal Service or your Mandatory Removal Date (MRD)?
<input type="checkbox"/>	<input type="checkbox"/>	10. Are you a candidate for an elected office, holding a civil office (full or part-time) or engaged in partisan political activities as defined in AR 600-20/ANGI 36-101/DoD Directive 1344.10, Political Activities by Members of the Armed Forces on Active Duty?
<input type="checkbox"/>	<input type="checkbox"/>	11. Have you been involuntarily removed from unit (Selected Reserve) service based on maximum years of service, qualitative retention or selective retention board action?
<input type="checkbox"/>	<input type="checkbox"/>	12. Have you been involuntarily removed from unit (Selected Reserve) service for cause or been relieved for cause from any duty assignment, including but not limited to relief from command in the past year?
<input type="checkbox"/>	<input type="checkbox"/>	13. Do you currently possess or is a report of suspension of favorable actions pending?
<input type="checkbox"/>	<input type="checkbox"/>	14. Have you voluntarily separated from the AGR Program in any state for one or more days within the past year? (ARNG Applicants Only)
<input type="checkbox"/>	<input type="checkbox"/>	15. Have you been voluntarily separated from the AGR Program or voluntarily separated in lieu of adverse action?
<input type="checkbox"/>	<input type="checkbox"/>	16. (OFFICERS AND WARRANT OFFICERS ONLY.) Have you been non-selected for promotion as not best qualified for promotion board convened by Headquarters, or Department of the Army Headquarters, within the past 12 months?
<input type="checkbox"/>	<input type="checkbox"/>	17. Has met the minimum requirement for each fitness component in addition to scoring an overall score of 75 point or higher, per AFI 36-2905.

SECTION V - CERTIFICATIONS AND AUTHORITY FOR RELEASE INFORMATION

I have completed this application with the knowledge and understanding that any or all items contained herein may be subject to investigation. I consent to the release of information concerning my capacity and fitness by employer, educational institution, law enforcement agencies, and other individuals and agencies to Personnel Specialists for purpose of employment. I also understand that a false answer to any question in this application may be grounds for not being employed, or for being released after I begin work.

I certify that all of the statements made by me are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

SIGNATURE:

DATE: